

# MEMORANDUM

Agenda Item No. 3(A)(7)

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**TO:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners


**DATE:** September 7, 2016

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Resolution authorizing in-kind services from the Parks, Recreation and Open Spaces Department for the November 20, 2016 "Bow-Wow Bonanza" event sponsored by Dog Scout Troop 157 – Broward Paw Patrol Inc. in an amount not to exceed \$650.00 to be funded from the balance of the District 4 FY 2015-16 In-Kind Reserve Fund

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The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Sally A. Heyman.

  
Abigail Price-Williams  
County Attorney

APW/smm



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

**DATE:** September 7, 2016

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Agenda Item No. 3(A)(7)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☒ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_) to approve
- ☒ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 3(A)(7)  
9-7-16

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE NOVEMBER 20, 2016 "BOW-WOW BONANZA" EVENT SPONSORED BY DOG SCOUT TROOP 157 – BROWARD PAW PATROL INC. IN AN AMOUNT NOT TO EXCEED \$650.00 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 4 FY 2015-16 IN-KIND RESERVE FUND

**WHEREAS,** Dog Scout Troop 157 – Broward Paw Patrol Inc. has requested in-kind services from the Parks, Recreation and Open Spaces Department for the November 20, 2016 "Bow-Wow Bonanza" event in an amount not to exceed \$650.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS,** the "Bow-Wow Bonanza" event will raise funds for animal shelters and organizations in need, and is aimed at increasing community involvement and raising awareness of animal over-population, animal bite prevention, and dog park safety; and

**WHEREAS,** Dog Scout Troop 157 – Broward Paw Patrol Inc. is a not-for-profit organization; and

**WHEREAS,** the "Bow-Wow Bonanza" event is a special event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and \$650.00 of the in-kind services shall be funded from the balance of the District 4 FY 2015-16 In-Kind Reserve funds,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA,** that this Board authorizes in-kind services from the Parks, Recreation and Open Spaces Department for the November 20, 2016 "Bow-Wow Bonanza" event sponsored by Dog Scout Troop 157 – Broward Paw Patrol Inc. in an amount not to exceed \$650.00 to be funded from the balance of the District 4 FY 2015-16 In-Kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Sally A. Heyman. It was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Jean Monestime, Chairman	
Esteban L. Bovo, Jr., Vice Chairman	
Bruno A. Barreiro	Daniella Levine Cava
Jose "Pepe" Diaz	Audrey M. Edmonson
Sally A. Heyman	Barbara J. Jordan
Dennis C. Moss	Rebeca Sosa
Sen. Javier D. Souto	Xavier L. Suarez
Juan C. Zapata	

The Chairperson thereupon declared the resolution duly passed and adopted this 7<sup>th</sup> day of September, 2016. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

DPL

Daija Page Lifshitz

MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY  
ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Office of Management and Budget  
111 N.W. 1<sup>st</sup> Street, Suite 2200  
Miami, FL 33128

Phone: (305) 375-5143  
Fax: (305) 375-5168

Type of Event/Application (select one of the following):

- ☐ District Event - Event of minimal impact related to specific commission district (Complete questions 1-7, sign and date; copy will be submitted to the appropriate District Commissioner within two days of receipt of application.)
- ☐ Small Event - Event of minimal impact not necessarily related to a specific commission district. (Complete questions 1-7, sign and date.)
- ☒ Special Event\* - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- ☐ Major Event\* - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

\*\*Note: Event budget must be included for "Special" and "Major" event types.\*\*

Commissioner sponsoring event \_\_\_\_\_

Sally Heyman sponsoring a 16x16 stage

Bow-Wow Bonanza and Dog Scouts of America Troop

1. Full legal name of the requesting organization: 157

2. Applicant Status: (Select one of the choices below)

- ☒ Not-For-Profit or Tax Exempt
- ☐ For-Profit
- ☐ Local Government or Public Entity
- ☐ Other (specify): \_\_\_\_\_

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): \_\_\_\_\_

Christine Snelgrove: (954) 829-3593 cell

2115 NE 179th St., North Miami Beach, FL 33162

personal email C\_A\_S89@yahoo.com

4. Specify fee waiver or in-kind service requested (quantify, if applicable): \_\_\_\_\_

In need of a 16x16 stage for DJ, entertainment, contests, etc...

5. Name, date of event, description, and purpose of the event (If event is a fund-raiser, define the beneficiaries): \_\_\_\_\_  
Bow-Wow Bonanza, 11/20/2016, Dog event fundraiser, in an effort to increase  
community involvement and raise awareness of animal over population,  
family fun, bite prevention, dog park safety, and more.  
We are raising money for the participating shelters and organizations as  
well as other local shelter in desperate need.

6. Please select ALL that apply to event:

- ☐ Economic Development: Event supports vitality or growth of the local economy  
☐ Youth/Education: Event benefits youth of any age and/or offers educational benefits  
☒ Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community  
☐ Arts and Culture: Event supports music, theatre, literature, art or culture  
☐ Environmental: Event benefits environmental concerns or promotes conservation  
☐ Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venues (please specify Commission District(s)): \_\_\_\_\_  
16700 Biscayne Blvd, North Miami Beach, FL 33160

8. Description of regional or local impact: Unknown

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): \_\_\_\_\_  
Event time is 10am - 3pm  
Setup is from 8am - 9:30am  
Break down is 3pm - 6pm

MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION  
Page 3

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): See map provided, which is subject to change by parks and recreations  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. Expected number of participants and estimated attendance (per day, if applicable): Estimated 35 vendors  
Estimated 300 - 500 attendees  
\_\_\_\_\_
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): See current budget plan given to Parks and Recreation attached.  
\_\_\_\_\_

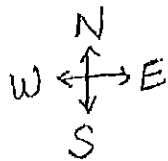
I hereby certify that all the statements made in this application are true and correct.



Signature of Authorized Representative

5/3/16

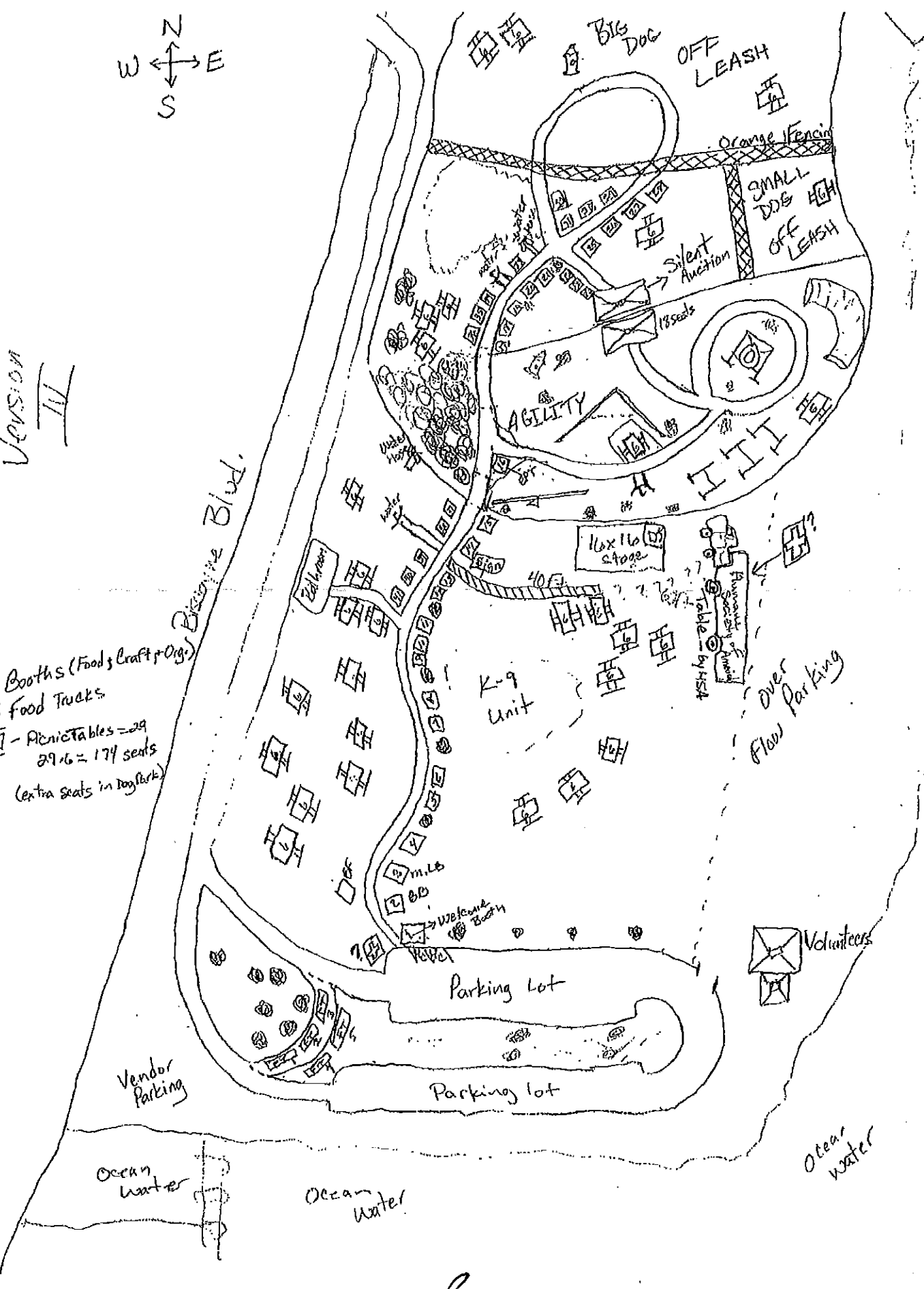
Date



Version III

41 Booths (Food, Craft & Org.)  
5 Food Trucks  
- Picnic Tables = 29  
29 x 6 = 174 seats  
(extra seats in dog park)

Biscayne Blvd.







SHOWMOBILES, STAGES, BLEACHERS,  
AND SOUND PRODUCTION  
(305) 226-8315 Ext. 224/(305) 553-8511 (Fax)  
EQUIPMENT (S) CONFIRMATION FORM

ORGANIZATION/AGENCY: Bow-Wow Bonanza

EQUIPMENT  
REQUESTED: 16x16 stage

NAME OF PERSON RESPONSIBLE FOR THIS  
BILL:

Christine Snelgrove - Coordinator

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY): \_\_\_\_\_

BILLING ADDRESS/ZIP  
CODE:

2115 NE 179th St., North Miami Beach, FL 33162

NAME/TITLE OF THE EVENT: Bow-Wow Bonanza

ADDRESS OF EVENT: 18700 Biscayne Blvd., North Miami Beach, FL 33160

TODAY'S DATE: 5/3/16

DATE (S) & TIME OF EVENT: 11 / 20 / 2016

10 am till 3 pm

SET-UP TIME & DAY:

8am on 11/20/16

TAKE-DOWN & DAY:

3:30 pm on 11/20/16

CONTACT PERSON/PHONE: Christine Snelgrove (954) 829-3593 cell

AT SITE CONTACT/CELL PHONE#: Christine Snelgrove (954) 829-3593 cell

SPECIAL INSTRUCTIONS: Direction Item(s) are to be placed, maps, diagrams, etc.

OTHER INFORMATION: Include additional equipment if needed.

We, the users, understand that we assume full responsibility for any damage, theft, or loss to said equipment and its accessories between the time the Miami-Dade Park and Recreation Department completes setting up and the time it takes down. We, the users, also agree to adhere to the requests set forth in the rental policy. We do have a copy of the rental policy and fully understand the requirements set forth in renting the equipment requested as out-lined in the rental policy. We also understand that the total fee is to be remitted (15) fifteen working days before the event.

\*Fee

Signature:

:

\$150.00

\*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Agency/  
Group:

**CANCELLATIONS MUST BE MADE 72 HOURS IN ADVANCE OF THE  
EVENT BY FAX OR EMAIL OTHERWISE EXPECT TO BE CHARGED**

**½ (HALF) OF RENTAL FEE.** \*There will be no completed reservation on the schedule unless the confirmation form is filled out completely and signed.

Late equipment arrivals, please call (786) 236-7926

## SPECIAL EVENT BUDGET

Detail fully the intended use, type of business and scope of operation:

### DETAILED REVENUE

Source	Price	Total Amount of Income
Craft	\$50 (30)	\$1,500.00
Food/Food Trucks	\$100 (4)	\$400.00
Sponsors	\$300 (3) (paying sponsors)	\$900.00
<b>Total Revenue:</b>		<b>\$2800.00</b>

### DETAILED EXPENDITURES

Item	Total Amount of Expense
Park fee \$273.00, Pavillion \$126.00, Application \$50.00	\$449.00
Liability Insurance for \$300,000.00	\$300.00
Lure course	\$600.00
DJ Micro phone and speakers	\$800.00
Show Mobile 16x16	\$800.00
<b>Total Expenses:</b>	<b>\$2949.00</b>
<b>Net Income Expected:</b>	<b>\$3,800.00</b>

### DETAILED IN KIND SERVICES

Item	Value of Contribution
Staff (during event, maintenance, parking)	

Mobi Matts	
Garbage Disposals	
On-Site bathrooms and water	
Veterinarian first aid	
The Explorers	
Pavilion onsite during event and pre event meeting	
<b>Total Value</b>	

Describe the intended use of net income generated from this special event:

Cost of all expenses for the event and

the remains will be donated to the local shelters and rescues involved during this event.

### SPECIAL EVENT ACTIVITIES/ELEMENTS

List all Co-Sponsors:

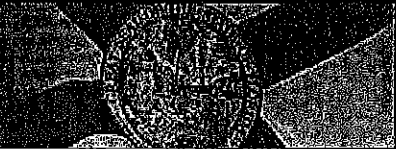
Name	Address	City/State/Zip	Phone Number
Dog Scouts of America Troop 157/Puppy Up Foundation 501c3	2940 NW 87th Terrace	Coral Springs, FL 33065	954-805-3703

What are the principal business activity of these co-sponsors?

Name	Activity
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Dog Scouts of America Troop 157/Puppy Up Foundation 501c3	non-profit community organization

FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS



## Detail by Entity Name

### Florida Not For Profit Corporation

DOG SCOUT TROOP 157 - BROWARD PAW PATROL INC

### Filing Information

Document Number	N12000009178
FEI/EIN Number	27-4377733
Date Filed	09/26/2012
Effective Date	09/25/2012
State	FL
Status	ACTIVE

### Principal Address

2940 NW 87th Terrace  
Coral Springs, FL 33065

Changed: 04/23/2016

### Mailing Address

2940 NW 87th Terrace  
Coral Springs, FL 33065

Changed: 04/23/2016

### Registered Agent Name & Address

STONE, CYNTHIA L  
2940 NW 87th Terrace  
Coral Springs, FL 33065

Address Changed: 04/23/2016

### Officer/Director Detail

#### **Name & Address**

Title DIR

STONE, CYNTHIA L  
2940 NW 87th Terrace  
Coral Springs, FL 33065

Title DIR

WARING, NEELY

10655 NW 42ND DR  
CORAL SPRINGS, FL 33065

Title DIR

GARFINKLE, POLLY  
8362 PINES BLVD, #118  
PEMBROKE PINES, FL 33024

#### Annual Reports

Report Year	Filed Date
2014	02/18/2014
2015	04/15/2015
2016	04/23/2016

#### Document Images

<u>04/23/2016 -- ANNUAL REPORT</u>	<a href="#">View image in PDF format</a>
<u>04/15/2015 -- ANNUAL REPORT</u>	<a href="#">View image in PDF format</a>
<u>02/18/2014 -- ANNUAL REPORT</u>	<a href="#">View image in PDF format</a>
<u>03/05/2013 -- ANNUAL REPORT</u>	<a href="#">View image in PDF format</a>
<u>09/26/2012 -- Domestic Non-Profit</u>	<a href="#">View image in PDF format</a>

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State of Florida, Department of State

# Memorandum



**Date:** September 7, 2016

**To:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

**From:** Carlos A. Gimenez  
Mayor

A handwritten signature in black ink, likely belonging to Carlos A. Gimenez, the Mayor.

**Subject:** District Specific In-Kind Request

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A waiver for in-kind services has been requested by Dog Scout Troop 157 – Broward Paw Patrol Inc. for their "Bow-Wow Bonanza" event held on November 20, 2016.

In-kind services have been requested in the amount of \$650.00 from the Parks, Recreation and Open Spaces Department for the use of a 16' x 16' stage. This event will be funded from the balance of District 4 FY 2015-16 In-Kind Reserve Fund.

A handwritten signature in black ink, likely belonging to Edward Marquez, the Deputy Mayor.  

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Edward Marquez  
Deputy Mayor

Inkind01635